



**City of Lilburn
City Council Meeting Agenda**

**January 14, 2019 at 7:30 p.m.
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

*Council Members:
Johnny Crist, Mayor
Brian Burchik, Post 1
Scott Batterton, Post 2
Eddie Price, Post 3
Tim Dunn, Post 4*

- I. Executive Session (If Necessary)**
- II. Call To Order**
- III. Roll Call**
- IV. Pledge To The Flag**
- V. Approval Of Agenda**
- VI. Announcements**
- VII. Ceremonial Matter**
- VIII. Public Comment**
- IX. Approval Of Minutes**
 - 1. City Council Draft Meeting Minutes From December 10, 2018

Department:	City Clerk
Presenter:	Melissa Penate, City Clerk
Staff Recommendations:	Motion to approve the City Council Draft Meeting Minutes from December 10, 2018.
Department Head Approval:	B. Johnsa
Mayor's Signature Required:	Yes

Documents:

X. Public Hearing

XI. Agenda

1. Acceptance Of Councilmember Burchik Resignation And Consideration Of Vacancy Appointment.

Acceptance of Council member Brian Burchik's resignation effective January 1, 2019. Mr. Burchik accepted the position of Main Street Manager for the Lilburn Downtown Development Authority.

Brian Burchik recommended Lindsay Voigt to serve as of Post 1 for the remainder of the term, which ends on December 31, 2019.

Public Hearing (Y/N) N
Department: City Hall
Presenter: Bill Johnsa, City Manager
Department Head B. Johnsa
Approval:

2. City Of Lilburn 2019 Mayor And Council Appointments

Each calendar year it is necessary for the Mayor and City Council to appoint the Mayor Pro-Tem, City Attorney, Legal Organ, Building Official, City Planner, Council Responsibilities, Municipal Judges and Solicitor(s), and members to all Commissions and Boards.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Bill Johnsa, City Manager
Staff Motion to approve the various appointments as presented.
Recommendations:
Department Head B. Johnsa
Approval:

Documents:

[AGENDA ITEM 1 - AGENDA FORM - 2019 BOARDS AND APPOINTMENTS.PDF](#)
[AGENDA ITEM 1 - ATTACH 1 - 2019 APPOINTMENTS .PDF](#)
[AGENDA ITEM 1 - ATTACH 2 - 2019 BOARD AND COMMISSION APPOINTMENTS.PDF](#)

3. 2019 City Of Lilburn General Election Schedule

As this year is an election year for Mayor and two of our council seats, we are required by state law to advertise these post positions, the qualifying fees and election schedule by February 1.

Mayor – Johnny D. Crist
Post 1 – Brian Burchik
Post 2 – S. Scott Batterton

The City will also be voting on the “Brunch Bill” referendum. Voters will determine a

Referendum authorizing the City to permit and regulate Sunday sales of distilled spirits or alcoholic beverages by the drink from 11:00 A.M. to 12:30 P.M.

**The public notice ran in the legal organ, Gwinnett Daily Post, on January 11, 2019.

Public Hearing (Y/N) N
Department: City Hall
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve Resolution #2019-01 providing for the 2019 City of Lilburn General Election Schedule and Qualifying Fees.
Department Head Approval: B. Johnsa
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM 2 - AGENDA FORM 2019 CITY OF LILBURN GENERAL ELECTION SCHEDULE.PDF](#)
[AGENDA ITEM 2 - ATTACH 1 -RES 2019-01 ELECTION SCHEDULE 2019.PDF](#)
[AGENDA ITEM 2 - ATTACH 2 -LEGAL AD 1-11-2019.PDF](#)

4. Lilburn Community Garden Lease - Renewal

Lilburn Community Garden Lease to renew in 2019 (last renewed in 2016). Staff has no recommended additions/deletions to the proposed lease.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Bill Johnsa, City Manager
Staff Recommendations: Motion to approve 2019 lease between the City of Lilburn and the Lilburn Community Garden. Further, authorize Mayor to execute lease on behalf of the City of Lilburn
Department Head Approval: B. Johnsa
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM 3 - AGENDA FORM COMMUNITY GARDEN LEASE 2019.PDF](#)
[AGENDA ITEM 3 - ATTACH 1 - COMMUNITY GARDEN LEASE WITH THE CITY RENEWAL 2019.PDF](#)
[AGENDA ITEM 3 - ATTACH 2 - COMMUNITY GARDEN EXHIBIT A.PDF](#)

5. Award Of Contract – City Park Restrooms

The City contracted with BM&K to provide design-build services as a cost-cutting measure regarding the construction of new and expanded restrooms at Lilburn City Park. The City (and BM&K) bid the project as 17 different trade items in an effort to reduce the cost(s) of construction. Based on the various bids received, staff

recommends award of contract in an amount not to exceed \$777,188.95.

The new construction will feature a total of : Men – (5) toilets; (8) urinals and (5) sinks. Women – (16) Toilets and (5) sinks. Each restroom has a separate ADA compliant restroom as well as a family restroom.

*Staff recommends funding as follows: 50% SPLOST/Recreation
50% Capital Projects Fund

Public Hearing (Y/N)	N
Department:	City Manager
Presenter:	Bill Johnsa, City Manager
Staff Recommendations:	Motion to approve bid(s) to BM&K, and sub-contractors as specified, in an amount not to exceed \$777,189.00. Authorize City manager to execute all contracts on behalf of the City of Lilburn.
Department Head Approval:	B. Johnsa
Mayor's Signature Required:	Yes
Budgeted:	Yes
Fund Name & Code:	2017 SPLOST (\$388,595) Capital Projects Fund (\$388,594)
Current Balance:	SPLOST (\$640,000) CAP. PROJ. - \$1,300,000
Requested Allocation:	\$777,189
City Manager's Initials:	BJ

Documents:

[AGENDA ITEM 4 - AGENDA FORM CITY PARK RESTROOM BID.PDF](#)
[AGENDA ITEM 4 - ATTACH 1 - CITY PARK RESTROOM BID TABS.PDF](#)
[AGENDA ITEM 4 - ATTACH 2 - NEW PARK RESTROOM RENDERING.PDF](#)

XII. Adjournment

As set forth in the Americans with Disabilities Act of 1990, the City of Lilburn does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. Doug Stacks, 340 Main Street, Lilburn, GA 30047 has been designated to coordinate compliance with the non-discrimination requirements contained in section 13.107 of the Department of Justice regulations, information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

The City of Lilburn will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Lilburn should be directed to Doug Stacks, 340 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.